BENGALURU EAST CITY CORPORATION

OFFICE OF THE ASSISTANT DIRECTOR (ANIMAL HUSBANDRY), KR Puram, Bengaluru-36

SHORT TERM REQUEST FOR PROPOSAL FOR CATCHING AND SHELTER MAINTAINANCE OF INSTITUTIONAL DOGS IN BENGALURU EAST CITY CORPORATION LIMITS FOR A PERIOD OF 12 MONTHS

RFP Reference Number: BECC/2025-26/SE0006

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REQUEST FOR PROPOSAL (RFP) SCHEDULE

•	RFP Reference No.	:	BECC/2025-26/SE0006
•	Date of Commencement of Download of RFP Document from Karnataka Public Procurement portal http://kppp.karnataka.gov.in	:	30/12/2025 onwards
•	Last Date and Time for uploading Online Queries in Karnataka Public Procurement portal	:	02/01/2026 up to5:00 PM
•	Date and Time of Pre-bid Meeting	:	02/01/2026 at 11:00 AM at the following venue: OFFICE OF THE AD (ANIMAL HUSBANDRY), KR PURAM, BANGALORE-36
•	Last Date and Time for uploading of RFP in Karnataka Public Procurement portal	:	up to 06/01/2026 5:00 PM
•	Date and Time of Online Opening of RFP Applications in Karnataka Public Procurement portal	:	07/01/2026 5:10 PM
•	Place of Opening of RFP Applications	:	Online at Karnataka Public Procurement portal
•	Address for Communication	:	OFFICE OF THE AD (ANIMAL HUSBANDRY), KR PURAM, BANGALORE-36 Phone: 8296184712 email: adahkrp01@gmail.com

Only Online Queries through Karnataka Public Procurement Portal will be accepted. Queries sent through letters, emails or any other mode will not be entertained.

In the event of the specified date of opening of RFP being declared a holiday for the Employer, the RFP will be opened on the next working day at the same time.

SECTION I – LETTER OF INVITATION

BENGALURU EAST CITY CORPORATION

• **RFP No.: BECC/2025-26/SE0006**	**Date: 30/12/2025**

Dear service providers,

1. Assistant Director (AH), BENGALURU EAST CITY CORPORATION (BECC), invites RFP through Karnataka Public Procurement portal (Two cover system) for **CATCHING AND SHELTER MAINTAINANCE OF INSTITUTIONAL DOGS IN BENGALURU EAST CITY CORPORATION LIMITS** for a period of 12 months. More details on the Services are provided in the Terms of Reference.

- This RFP is called to implement the orders of Honourable Supreme court in SUOMOTO WRIT PETITION (CIVIL)NO(5) OF 2025 IN RE:"CITY HOUNDED BY STRAYS, KIDSPAY PRICE" DATED 07/11/2025
- Implementation of this RFP should be in line with the SOP (STANDARD OPERATING PROCEDURE) issued by AWBI (Animal Welfare Board of India)Vide file no AC- 02107/22/2025-AWBIon27/11/2025

2. The RFP is open to all AWBI registered Animal welfare organizations/Registered Veterinary Practitioners/Agency/Firm/NGO/Individual interested in Animal welfare, meeting the eligibly criteria. The Service providers can participate to provide service in the limits of BECC.
3. The service providers will be selected under Quality-and Cost-Based Selection (QCBS) and procedures described in this RFP.
4. The RFP includes the following documents:
   - 4.1 Section 1 - Letter of Invitation
   - 4.2 Section 2 - Information to Service Provider
   - 4.3 Section 3 - Technical Proposal - Standard Forms
   - 4.4 Section 4 - Financial Proposal - Standard Forms
   - 4.5 Section 5 - Terms of Reference
   - 4.6 Section 6 - Standard Form of Contract.
5. The Financial Proposal of the Service Providers who are technically qualified/responsive will only be opened through Karnataka public procurement portal.

Yours sincerely,

AD (ANIMAL HUSBANDRY)

BENGALURU EAST CITY CORPORATION

SECTION II – INFORMATION TO SERVICE PROVIDER (ITC)

1. Introduction

1.1 The ASSISTANT DIRECTOR (AH), BENGALURU EAST CITY CORPORATION (BECC), invites RFP through Karnataka Public Procurement portal (Two cover system) for **C A T C H I N G A N D S H E L T E R M A I N T A I N A N C E O F I N S T I T U T I O N A L D O G S I N B E C C L I M I T S** for a period of 12 months. More details on the Services are provided in the Terms of Reference.

1.2 Following are the estimated cost of CATCHING AND SHELTER MAINTANANCE OF INSTITUTIONAL DOGS IN BENGALURU EAST CITY CORPORATION LIMITS as per the meeting proceedings chaired by the Commissioner, Bengaluru Central City Corporation, GBA on17/11/2025 on the directions of Hon'ble Additional Chief Secretary, Urban Development Department, Govt. of Karnataka in a meeting held on 11/11/2025.

SHELETR FOR 380 DOGS – ESTIMATED EXPENDITURE

A-Non Reccuring Expenditre			
SLNO	**DETAILS**	**EXPENDITURE PER DOG (RS)**	
1	Catching of dogs, transportation and vaccination (ARV)	Rs. 300/Dog	
B–Recurring expenditure			
SLNO	**DETAILS**	**NOTE**	**EXPENDITURE PER DOG (RS) / Month**
1	FEEDING COST	To feed two times a day	**3,035/-**
2	STAFF SALARY	Veterinarian (1 Number), Para-Veterinarian (4 Number) and Animal Attenders (15+1=16 Number) *1 Watchman	
3	MEDICINAL EXPENDITURE	Deworming, Annual Vaccination, other Medication	
4	CLEANING AND DISINFECTI ON MATERIALS	Cleaning material, Disinfectants , Bio disposable bags, gloves etc.,	
5	ADMINSTRA TIVE EXPENDITURE	Electricity, water, Animal Dead Body Disposal (Deep Burial or Electric Incinerator) etc.,	

- **Specification of the food to be provided for the dogs in the shelter are as under (per meal)**

INGREDIENT	QUANTITY
Rice	150 gms
Chicken Meat	100 gms
Vegetable	100 gms
Edible refined oil	10 gms
Salt	05 gms
Turmeric	2.5 gms

Total weight of the ingredients– 367.5 gms
Total weight after cooking – 600gms

Feeding of each dog to be done as per the body weight as mentioned in SOP of AWBI Vide file no AC- 02107/22/2025-AWBI on 27/11/2025

TENDER VALUE FOR 380 DOGS FOR ONE YEAR IS AS FOLLOWS

1	Non-Recurring Expenditure	380 * 300	Rs. 1,14,000
2	Recurring Expenditure	380 * 3035 * 12	Rs.1,38,39,600/-
Total			Rs. 1,39,53,600/-

1.3 The Service Provider must familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment and on the local conditions, Service Provider are encouraged to pay a visit to the location before submitting a Proposal, and to attend a pre-proposal conference as per the RFP schedule. Attending the pre-proposal conference is optional.

1.4 Please note that the costs of preparing the proposal and of negotiating the contract, including a visit to the Client, are not reimbursable as a direct cost of the Assignment; and the Client is not bound to accept any of the Proposals submitted.

1.5 It is GOK's policy to require that Service Provider observe the highest standard of ethics during the execution of contracts. In pursuance of this policy, the GOK:

1.5.1 defines, for the purposes of this provision, the terms set forth below as follows:

1.5.1.1 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution; and

1.5.1.2 "Fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of GOK, and includes collusive practices among Service Provider (prior to or after submission of proposals) designed to establish prices at artificial, non-competitive levels and to deprive GOK of the benefits of free and open competition.

1.5.2 Will reject a proposal for award if it determines that the firm recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question;

1.5.3 Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded GOK-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a GOK-financed contract; and

1.5.4 Will have the right to require that, GOK to inspect Service Provider's accounts and records relating to the performance of the contract and to have them audited by auditors appointed by GOK.

1.6 Service Provider shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by GOK in accordance with the above sub para.

1.7 Earnest Money deposit or Bid security

1.7.1 The Service Provider shall furnish Bid Security.

1.7.2 The Bid Security shall be paid in the Karnataka public Procurement Portal using any of the following payment modes:

a) Credit Card
b) Debit Card
c) National Electronic Funds Transfer (NEFT)
d) Over the Counter (OTC). The OTC payment facility shall be available at designated ICICI bank branches for making payments from the dates of notification of IFB.

1.7.3 Confirmation of the receipt of the Bid processing fee and Bid Security in Government of Karnataka central pool A/c held at ICICI Bank shall be verified. If an acceptable Bid Security is not received then the Karnataka public Procurement Portal will not allow the bidder to submit its bid.

1.7.4 The Bid Security of unsuccessful Bidders will be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security.

1.7.5 The Bid Security may be forfeited:

a) if a Bidder
   i) withdraws its bid during the period of bid validity specified by the Bidder on the Technical Bid Submission Form and extension of bid validity thereof;
b) if the successful Bidder fails to:
   i) sign the Contract;
   ii) Furnish a Performance Security

1.7.6 EMD is not Exempted for MSME/SSI as per govt order FD/295/exp/12/2019 Dt 26/3/2019.

2 Clarification and Amendment of RFP Documents

2.1 Clarifications on the RFP may be uploaded online in Karnataka public Procurement Portal as per the RFP Schedule. Only Online Queries through Karnataka public Procurement Portal will be accepted. Queries sent through letters, emails or any other mode will not be entertained.

2.2 At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a firm, modify the RFP documents by amendment. Any amendment shall be issued in writing as addendum/corrigendum. Addendum/corrigendum will be uploaded in the Karnataka public

Procurement Portal only. The Client may at its discretion extend the deadline for the submission of Proposals.

3. Preparation of Proposal

3.1 Service Provider are requested to submit a Proposal written in the English language.

Technical Proposal

3.2 In preparing the Technical Proposal, Service Provider are expected to examine the documents comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal.

3.3 While preparing the Technical Proposal, Service Provider must give particular attention to the following:

3.3.1 Service Provider Should not associate with the other Service Providers for this Assignment (Joint venture is not allowed for this tender).

3.3.2 The estimated staff required is as follows:

Sl.	Position	Minimum Qualification Requirement
•	Veterinarian (1 Number)	Should have graduated from recognised University with BVSc & AH or BVSc degree. Should be registered with IVC or KVC
•	Office Assistant /Para veterinarian (4 Number)	• Should have completed Diploma course in Animal Husbandry from any recognized University or Veterinary Assistant/ Veterinary livestock inspector training from AH& VS department or Para-vet training course from any AWBI recognized institution. • Should be experienced in handling the dogs and assisting Veterinarian in Treatment or procedures.
•	Animal Attendants (15 + 1 = 16Number) *1 Watchman	• Should have experience and training in catching dogs in a humane manner as recommended AWBI SOP

Note: The CVs' of the required staff should be submitted separately.

3.3.3. Proposed key professional staff must have minimum experience indicated in the above table.

3.3.4 Alternative key professional staff shall not be proposed, and only one curriculum vitae (CV) may be submitted for each position.

3.4 The Technical Proposal should provide the following documents:

<table>
<tr><th>Sl.no</th><th>Name of the Documents</th></tr>
<tr><td>1.</td><td>Earnest Money Deposit: 2,09,304/-</td></tr>
<tr><td>2.</td><td>AWBI registration certificate/Registered Veterinary Practitioner certificate/NGO Registration Certificate/Firm registration certificate.</td></tr>
<tr><td>3.</td><td>ESI registration certificate.</td></tr>
<tr><td>4.</td><td>EPF registration certificate.</td></tr>
<tr><td>5.</td><td>Labor license.</td></tr>
<tr><td>6.</td><td>GST registration certificate.</td></tr>
<tr><td>7.</td><td>Annual Turnover statement of 3 financial years, i.e.,2022-23, 2023-24, 2024-25 Certified by Chartered Accountant as per format enclosed and IT returns of 3 financial years, i.e., 2022-23, 2023-24, 2024-25.
(Bidder should have Annual turnover of Rs. 1,39,53,600/- in any of the three financial years i.e., 2022-23, 2023-24, 2024-25)</td></tr>
<tr><td>8.</td><td>Affidavit as per format enclosed.</td></tr>
<tr><td>9.</td><td>Previous experience details on the running dog or animal shelter/Goshala/Animal Rescue Centre/Animal Rehabilitation Centre operations for at least 190 animals in any one of the last three years i.e 2022-23, 2023-24, 2024-25.</td></tr>
<tr><td>10.</td><td>Details of the existing contracts.</td></tr>
<tr><td>11.</td><td>A detailed description of the proposed methodology, staffing, and monitoring of catching and maintenance of dog shelter.</td></tr>
<tr><td>12.</td><td>Technical Proposal Submission Form</td></tr>
<tr><td>13.</td><td>CV, course completion certificate for the following staff:
<table>
<tr><th>Sl.</th><th>Position</th><th>No’s</th></tr>
<tr><td>1</td><td>Veterinarians</td><td>1</td></tr>
<tr><td></td><td>Veterinary assistants /Para-vet</td><td>4</td></tr>
<tr><td>2</td><td>Animal Attendants (15+1=16)
*1 Watchman</td><td>16</td></tr>
</table></td></tr>
<tr><td>14.</td><td>Details of Service Provider</td></tr>
<tr><td>15.</td><td>TERMS OF REFERENCE acceptance and signature on all the pages of TERMS OF REFERENCE</td></tr>
</table>

Note: -Original/notarized documents to be submitted for verification if intimated.

-The bidding AWO / Agency / NGO shall not have blacklisted by AWBI/State Govt/Govt. of India or SPCA

- All documents to be uploaded on Karnataka public procurement portal only and physical submission of documents at a later date or on verification day will not be entertained

3.5 The Technical Proposal shall not include any financial information.

Financial Proposal

3.6 The bidder should quote the lump sum Rate per dog per month for catching and maintenance of dog shelter as per the scope of work in rupees. (The Rate quoted should be inclusive of all taxes).

3.7 The rate should be quoted in Karnataka public procurement portal only.

3.8 The Proposals must remain valid for 90 days after the submission date, during this period; the Service provider is expected to keep available the key professional staff proposed for the assignment. The Client will make its best effort to complete negotiations within this period. If the Client wishes to extend the validity period of the proposals, the Service Provider who do not agree have the right not to extend the validity of their proposals.

4. Submission, Receipt, and Opening of Proposals

4.1 The proposal shall be uploaded online in the Karnataka public Procurement portal http://kppp.karnataka.gov.in. The bidder shall upload the proposals in the Karnataka public Procurement portal on or before the due date and time specified in the RFP Schedule.

4.2 The Technical Bids will be opened online in the Karnataka public Procurement portal on the date and time as specified in the RFP Schedule. The Financial Proposal shall remain encrypted in the Karnataka public Procurement portal.

5. Proposal Evaluation

General

5.1 From the time the proposals are opened to the time the contract is awarded, if any Service Provider wishes to contact the Client on any matter related to its proposal, it should do so in writing at the address indicated in the RFP. Any effort by the firm to influence the Client in the Client's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the Service Provider's proposal.

5.2 Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation, including its approval by competent authority is obtained.

Evaluation of Technical Proposals

5.3 The evaluation committee appointed by the Client evaluates the proposals and allocate the points as below:

Sl.	Evaluation Criteria	Points	Sub Points
1.	**Similar experience of the Service provider related to the Assignment**	**30**	
1.1.	Previous experience details on the running dog or animal shelter/Goshala/Animal Rescue Centre/Animal Rehabilitation Centre operations for at least 190 animals in any one of the last three years i.e 2022-23, 2023-24, 2024-25: 25 points will be allocated. Previous experience details on the running dog or animal shelter/Goshala/Animal Rescue Centre/Animal Rehabilitation Centre operations for at least 380 animals in any one of the last three years i.e 2022-23, 2023-24, 2024-25: 30 points will be allocated. Less than 180 animals' shelter maintenance: 0 points. (Should upload supporting documents)		30
2.	**Adequacy of the proposed work plan and methodology in responding to the Terms of reference**	**5**	
2.1.	A detailed description of the proposed methodology, staffing, and monitoring of catching and maintenance of dog shelter.		5
3.	**Qualifications and competence of the Assignment**	**65**	
3.1.	Annual Turnover statement of 3 financial years, i.e., 2022-23, 2023-24, 2024-25 Certified by Chartered Accountant as per format enclosed. (annual turnover of the bidder in any one of the last three (03) audited financial years i.e 2022-23, 2023-24, 2024-25 of Rs. 1,39,53,600 and above - 30points. Less than Rs. 1,39,53,600 – 0 points. Annual turnover of the bidder in any one of the last three (03) audited financial years i.e 2022-23, 2023-24, 2024-25 of Rs. 2,79,07,200 and above – 35 points.		35

Sl.	Evaluation Criteria	Points	Sub Points
3.2.	AWBI registration certificate/Registered Veterinary Practitioner certificate/NGO Registration Certificate/Firm registration certificate.		20
3.3.	ESI, EPF, Labor registration certificate, GST registration certificate		10
	Total	**100**	**100**

a) All documents to be uploaded in Karnataka public Procurement portal only and physical submission of documents at a later date or on verification day will not be entertained.

b) The minimum technical score required to pass is: 75 Points

c) The Corporation reserves the right to seek clarification and/or any additional information including documents during the evaluation provided they were existing prior to bid submission, i.e., of historical nature.

Opening and Evaluation of proposals, Financial Proposals; Ranking

5.4 After the technical evaluation is completed, the Client shall allocate the points in the Karnataka public procurement portal for the proposals received, the client will reject the bid whose bid not meet the minimum qualifying mark or were considered non-responsive to the RFP and Terms of Reference, as rejected. The Client shall open those financial bids in the eProcurement portal, who have secured the minimum qualifying mark in the technical evaluation

5.5 The financial bids shall be opened online in the Karnataka public Procurement portal.

5.6 The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated below. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated below: S=St×T%+Sf×P%. The Service provider achieving the highest combined technical/ financial score will be selected for the award of contract. The formula for determining the financial scores is: [Sf = 100 x Fm/F, in which Sf is the financial score, Fm is the lowest price, and F the price of the proposal under consideration]. The weights given to the technical (90 %) and Financial Proposals (10%) are: T= 0.90 and P= 0.10

5.7 The client can at any time can cancel the tender without assign any reasons.

6. Award of Contract

6.1 The Client will notify other Service Provider on the shortlist that they were unsuccessful, in the Karnataka public procurement portal only and return the Financial Proposals /EMD if any of those Service Provider who did not pass the technical evaluation.

6.2 The Service Provider is expected to commence the Assignment from Feb- 2026.

6.3 The proposed number of street dogs can be increased or decreased by 25 percent during the contract period.

6.4 Within 15days of receipt of Notification of Award, the successful bidder shall submit the Detailed plan for the survey. The Client shall review the details of proposed plan by the successful bidder. The successful bidder shall start the survey after receiving approval of the Client.

6.5 Within 15 days of the receipt of notification of award from the Client, the successful Bidder shall furnish the Performance Security (5% of Tender amount). The Purchaser shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders through Karnataka public procurement portal.

6.6 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security/EMD.

7. Confidentiality

7.1 Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the Service Provider who submitted the proposals or to other persons not officially concerned with the process, until the winning Service Provider has been notified that it has been awarded the contract.

8. Purchaser's Right to Accept Any Tender and to Reject Any or All Tenders

The Purchaser reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any liability to the affected Tenderer or BIDDERS.

9. Purchaser's right to vary Quantities at Time of Award

9.1 The Purchaser reserves the right at the time of Contract to increase or decrease by up to 25 % of the quantity, without any change in unit price or other terms and conditions.

10. Bidders will be debarred as per the KTPP act.

11. Any Bidder from a country which shares a land border with India will be eligible to bid in this tender only if the Bidder is registered with the Competent Authority.

12. Period of Validity of Tenders

12.1 Tenders shall remain valid for 90 days after the deadline for submission of tenders prescribed by the Purchaser. A tender valid for a shorter period shall be rejected by the Purchaser as non-responsive.

12.2 In exceptional circumstances, the Purchaser may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The earnest money deposit provided shall also be suitably extended. A Tenderer may refuse the request without forfeiting its earnest money deposit. A Tenderer granting the request will not be required nor permitted to modify its tender.

SECTION III – TECHNICAL PROPOSAL – STANDARD FORMS

1. Technical Proposal Submission Form

[To be submitted on company letter head]

Date: …./…./……..

To,

Assistant Director,
BENGALURU EAST CITY CORPORATION.

Sir/madam,

RFP Ref. No.	**……**
Subject:	**Technical Proposal for ……**

We, the undersigned, offer for----------, for the above in accordance with your Request for Proposal vide no. ……. dated …./…./…….. We are hereby submitting our Proposal which includes this Technical Proposal and a Financial Proposal.

If negotiations are held during the period of validity 90 days of the Proposal, we undertake to negotiate. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:	
Name:	
Title:	
Company Seal:	

2. Details of Service Provider'

Sl.	Particulars	Details
•	Company Name	
•	Address of Registered Office	
•	Contact Details	Landline Mobile Fax Email
•	Director / CEO details	Name Landline Mobile Fax Email
•	Authorized Signatory for this RFP	Name Landline Mobile Fax Email [Bidder should submit ***Power of Attorney*** authorizing to submit proposal and to represent the company for this RFP]
•	Branch Offices	Sl. | City | State | Address | Landline • | | | | | • | | | | |
•	Total Number of Staff Employed on bid submission date	Sl. | Designation | No of Staff Employed • | | | • | | | | Total |

Authorized Signature:	
Name:	
Title:	
Company Seal:	

3. Description of the methodology and work plan for performing the assignment

Technical Approach, Methodology, and Organization of the Consultant's team.

{Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TOR), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s); the degree of detail of such output; and describe the structure and composition of your team. Please do not repeat/copy the TORs in here.}

Work Plan and Staffing.

{Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan and work schedule showing the assigned tasks for each expert. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}

Authorized Signature:	
Name:	
Title:	
Company Seal:	

4. Format of Annual Turnover Statement

[To be printed on letter head of Chartered Accountant.]

[Should be duly signed and certified by Chartered Accountant]

The Annual Turnover of M/s _____ during the past three years is given below.

Sl.	Financial Year	Turnover (in Crores)
•	2022-23	
•	2023-24	
•	2024-25	

We certify that the above turnover statement is true and correct.

Signature of Chartered Accountant	
Seal of Chartered Accountant	
Registration Number	
Name of Chartered Accountant	
UDIN	
Date	
Place	

5. Format of Affidavit

[To be submitted by bidder's authorized person on Stamp Paper of Rs. 100/-]

[The affidavit shall be notarized]

AFFIDAVIT

This affidavit is executed by M/s ……. on day ____, Year ____, having its registered office at ……. ……for the Request for Proposal of invited by BENGALURU EAST CITY CORPORATION -----, for …… vide reference no. ……dated …./…./……..

We / I hereby declare and undertake on oath as follows:

1. We / I that all the information, documents, testimonials, certificates, etc., submitted by us for the above-mentioned proposal are all correct and genuine.
2. We / I declare that the Purchase Order, Invoices, Certifications, proof of payment, Certificates, etc. submitted by us are correct and genuine.
3. We / I declare that our firm / company M/s. …… is not blacklisted or de-registered by any Government / Quasi Government / other organization.
4. We / I declare that we / I will not default in the submission of Tax Deducted at Source (TDS), Provident Fund, ESI, etc.
5. We / I declare that we / I will not violate any of the provisions of the Indian Labour Law.
6. We / I are aware that if one or more of the above declarations and undertakings are found to have been violated/breached, then We / I shall be blacklisted by BECC for the period of five years.

Identified by me:

Deponent

Advocate

Name:

Title:

Company:

Date:

Place:

6. Details of the existing contracts

	Name and Address of the organization, Name, Designation and Telephone / Fax No. of the officer concerned	Details regarding the contract	Value of Contract (Rs.)	Duration of Contract	
				From	**To**
				DD/MM/YY	DD/MM/YY
A					
B					
C					
	Additional information, if Any				

The above format may be used to provide requisite details.

Authorized Signature:	
Name:	
Title:	
Company Seal:	

SECTION IV – FINANCIAL PROPOSAL – STANDARD FORMS

1. Financial Proposal Submission Form

(Not Used)

(NOTE: The rates should be quoted in Karnataka public procurement portal only.)

SECTION V – TERMS OF REFERENCE

1. Background

ASSISTANT DIRECTOR (AH), BENGALURU EAST CITY CORPORATION(BECC), invites RFP through Karnataka Public Procurement portal (Two cover system) for **CATCHING AND SHELTER MAINTAINANCE OF INSTITUTIONAL DOGS IN BENGALURU EAST CITY CORPORATION LIMITS** for a period of 12 months. More details on the Services are provided in the Terms of Reference.

- This RFP is called to implement the orders of Honourable Supreme court in SUOMOTO WRIT PETITION (CIVIL)NO(5) OF 2025 IN RE:"CITY HOUNDED BY STRAYS, KIDSPAY PRICE" DATED 07/11/2025
- Implementation of this RFP should be in line with the SOP (STANDARD OPERATING PROCEDURE) issued by AWBI (Animal Welfare Board of India)Vide file no AC- 02107/22/2025-AWBIon27/11/2025

2. Concise Statement of Objectives

- **To reduce the Human-animal conflicts, to reduce incidences of dog bites and to reduce dog mediated Rabies and overall control of dog menace problem and maintain Public health in a methodical and scientific approach**

3. An Outline of the Tasks to be Carried Out/Scope of work of service provider

The overall objectives of the assignment are to:

- To reduce the Human-animal conflicts, to reduce incidences of dog bites and to reduce dog mediated Rabies and overall control of dog menace problem and maintain Public health in a methodical and scientific approach
- Following are the estimated cost of Catching and shelter maintenance of institutional dogs in Bengaluru East City Corporation (BECC) as per the meeting proceedings chaired by the Commissioner, Bengaluru Central city Corporation, GBA on 17/11/2025 on the directions of Hon'ble Additional Chief Secretory, Govt. of Karnataka in a meeting held on 11/11/2025:

SHELETR FOR 380 DOGS – ESTIMATED EXPENDITURE

A-Non Reccuring Expenditre			
SLNO	**DETAILS**	**EXPENDITURE PER DOG (RS)**	
1	Catching of dogs, transportation and vaccination (ARV)	Rs. 300/Dog	
B–Recurring expenditure			
SLNO	**DETAILS**	**NOTE**	**EXPENDITURE PER DOG (RS) / Month**

1	FEEDING COST	To feed two times a day	**3,035/-**
2	STAFF SALARY	Veterinarian (1 Number), Para-Veterinarian (4 Number) and Animal Attenders (15+1=16 Number) *1 Watchman	
3	MEDICINAL EXPENDITURE	Deworming, Annual Vaccination, other Medication	
4	CLEANING AND DISINFECTI ON MATERIALS	Cleaning material, Disinfectants , Bio disposable bags, gloves etc.,	
5	ADMINSTRA TIVE EXPENDITURE	Electricity, water, Animal Dead Body Disposal (Deep Burial or Electric Incinerator) etc.,	

- **Specification of the food to be provided for the dogs in the shelter are as under (per meal)**

INGREDIENT	QUANTITY
Rice	150 gms
Chicken Meat	100 gms
Vegetable	100 gms
Edible refined oil	10 gms
Salt	05 gms
Turmeric	2.5 gms

Total weight of the ingredients– 367.5 gms
Total weight after cooking – 600gms

Feeding of each dog to be done as per the body weight as mentioned in SOP of AWBI Vide file no AC- 02107/22/2025-AWBI on 27/11/2025

TENDER VALUE FOR 380 DOGS FOR ONE YEAR IS AS FOLLOWS

1	Non-Recurring Expenditure	380 * 300	Rs. 1,14,000
2	Recurring Expenditure	380 * 3035 * 12	Rs.1,38,39,600/-
Total			Rs. 1,39,53,600/-

GST will be paid if applicable.

- The detailed scope of work is as below:

- Catching the dog in an approved humane manner as per the AWBI Guidelines from the institutions identified by the Corporation.
- Transport all the captured dogs safely to the designated shelter facility
- Vehicles with GPS tracking, office equipment, furniture, and supplies, office rent, insurance will be borne by the bidder.
- Receive and host stray dogs delivered in a humane and safe environment.
- Provide daily feeding, fresh water, and routine health checks and maintain the records of the same.
- Maintain individual records of each dog, including health status, treatment, vaccination, and mortality (if any).
- Ensure timely anti-rabies vaccination (ARV) in compliance with ABC Rules.
- Ensure zero cruelty, and strictly adhere to PCA Act provisions.
- Allow inspection and audits by Corporation officials or authorised third-party monitoring bodies.
- Submit monthly reports on dog population, health status, vaccination updates, and shelter capacity.
- Shall not transfer, release, or dispose of any dog without written authorization from the Corporation.
- In the event of the death of a dog, make sure that the post-mortem is done by the veterinarian and the report is maintained at the Centre. The carcass of the dog should be disposed scientifically by the service provider (Deep Burial / Electric Incinerator)
- If any dog found sick or ill should be treated at the shelter only by the Veterinarian and should be housed separately.
- Monthly electricity and water bill shall be paid by the service provider only.
- Cost of biomedical waste disposal as per KSPCB will be borne by the service provider only. Shall get into a contract with a recognised Bio-Medical waste disposal agency.
- Ensure that the shelter operation does not cause anypublic nuisance.
- Other scope of work:

• The successful service provider will be required to perform the following tasks on behalf and on the authority of the Bengaluru East City Corporation in the interest of protecting the health, safety and convenience of the citizens and in compliance with the Animal Birth Control (Dogs) Rules 2023.

• Implement the above work as per guidelines issued by AWBI and relevant rules and under the supervision of the officers of BECC deputed for the purpose.

• The Standard Operating Procedures as laid out by AWBI should be fully complied by the service provider agency.

• Should avoid cruelty to animals, keep fool proof identification of animals, avoid mismanagement, malpractices, aim at sustainability, promote adoption and rehoming of animals wherever possible, and ensure that there is sufficient outreach for all animals in the given area that are housed.

• The successful bidder should maintain the shelter, wherever the shelter is allotted

• The successful bidder shall make adequate arrangements to feed the dogs during their stay in the center as per the SOP issued by AWBI.

- All vehicles shall be fitted with GPS devices as recommended by BECC, the data reports of which will be accessible to BECC. Claims of bills of service provider shall be cross checked against the GPS tracking reports
- The complete details of the dog which is brought to the center should be maintained in a separate register in a prescribed format.
- All the Medicine register & Consumables stock book should be compulsorily maintained and produced for inspection
- PM should be conducted by Qualified Veterinary Doctor for all dogs that die in the centre and PM report shall be maintained for the same.
- Shall actively promote adoption of in-house dogs through public media and advertisements.

Catching Protocols

- Catching should be done in a Humane manner as described in ABC Rules 2023 and approved by AWBI
- After catching, the unneutered dogs should be handed over to ABC service provider of that particular Zone of the Corporation. After neutering and post-operative care at the ABC Centre, neutered dogs shall be shifted to the shelter. (Should Coordinate with the ABC-ARV service provider in this matter)
- The cost of Anti-Rabies Vaccine to be administered to the dogs is to be borne by the Service provider/bidder

*Note: If Combined Vaccine and Microchip provided by BECC should be inserted to the dogs)

Ferocious (Aggressive) / Biting Dogs Maintenance

- If BECC notifies / confirms any dog that is ferocious in nature and on directions from AD(AH) shall be shifted to the shelter and those dogs should also be treated and maintained as per institutional dogs.
- If any biting dog after passing 10 days of observation at the ABC Centre shall be shifted to the shelter on AD (AH) directions. And those dogs should also be treated and maintained as per institutional dogs. (Should coordinate with ABC-ARV Service Provider)

*Note: Cost of catching and shelter maintenance of institutional dogs applies to catching and shelter maintenance of ferocious / biting dogs. Ferocious / biting dogs shall be housed separately at the shelter.

Record Maintenance

- The dogs shall be housed in the designated shelters
- Fundamentals:

- Ownership status of all movable assets created from the investments made by the Service Provider shall remain with the Service Provider. Ownership status of all movable assets created from the investments made by the BECC shall remain with the BECC

- The successful bidders shall be required to arrange for other facilities like vehicles with GPS tracking system as prescribed by BECC, drivers, dog catchers and other supporting trained staff.

- The successful Service Provider shall own or obtain on lease, required number of vehicles in good condition covered with top and grill work at the back to avoid dog jumping during transportation, with GPS tracking system along with drivers and dog attendants. The name of the service agency, the zone and the words "On Duty to BENGALURU EAST CITY CORPORATION," must be visibly prescribed on the vehicle. The helpline number must also be displayed on the vehicle.

- The recurring expenditure of water & electricity and security shall be borne by the successful tenderer.

- Records of all the in-house dogs shall be maintained in the register, therein the name of the area/locality, date & time of capture, name of the persons in the Dog Squad at the particular time of that day, Vehicle Registration Number, Driver's name and other relevant documents.Relevant records shall be maintained as prescribed by the Corporation.

- Bidder should update the activities carried out on daily basis in a prescribed format.

- The Successful Service Provider/bidder should maintain the DOG SHELTER premises in good clean hygienic condition.

- Shall keep records and registers of feeding, medicines, vaccines etc.,

- If BECC provides Mobile Application for usage in this Catching and Shelter Maintenance of Institutional / Ferocious / biting dogs should be implemented.

- Service Provider should install required number of CCTV cameras at the shelter and should maintain backend storage of footage for at least 3 months. (Access should also be given to BECC)

- Service provider should produce scanned copies (pdf) of all the records and registers along with hard copies every month to AD(AH) and should also store all data in digital format along with hard copies.

- Shall maintain separate register and necessary records of mortality and post-mortem in the shelter.

ROLES AND RESPONSIBILITIES OF BENGALURU EAST CITY-CORPORATION,

- Identify and authorise capture of stray dogs from notified public places as per Supreme Court directions.
- Provide digital/physical records of dogs (location, date of capture, health condition, unique ID (if any), vaccination/sterilisation status).
- Provide necessary infrastructure to run and maintain the Shelter.

- Provide financial support as mutually agreed for feeding, maintenance, medical treatment, vaccination, and other operational expenses as mentioned in Section II- Introduction, para -2.
- Facilitate periodic monitoring visits by Corporation officials or authorised agencies.
- Extend necessary administrative support and coordination with district authorities, police, veterinary officers, and other relevant departments if needed.
- Ensure that all activities align with animal welfare legislation and court-mandated responsibilities.

4. Schedule for Completion of Tasks

The service provider shall start the service within 15 days from the date of work order.

5. Data, Services and Facilities to Be Provided bythe Client

Nil.

6. Final Outputs (i.e., Reports, Drawings, etc.) that will be required of the Service Provider

a. Action Plan
   - Inception report
   - Methodology

b. Progress Reports
   - Reporting achievement against targets with timeframes as committed in the approved Action Plan
   - Reporting monitoring indicators for output and outcome in a phase wise manner

c. Final Report
   - Compiled report on process documentation of overall project

- Centre shall maintain a record system to provide readily available information on as per AWBI SOP and as per the orders issued by Bengaluru East City CORPORATION, from time to time.

7. Composition of Review Committee to Monitor Service Providers Work

The firm work shall be periodically reviewed by the Commissioner, BECC

8. Procedure for Review of Progress Reports, Inception, Status, Final Draft and Final Reports

Inspection by the team deputed by Commissioner, BECC.

Section VI – GENERAL CONDITIONS OF CONTRACT

1. Form of Contract

This CONTRACT (hereinafter called the "Contract") is made the …... day of the month of ……, 2026, **BETWEEN** on the one hand, …… (Hereinafter called the "Client") **AND** on the other hand, …… (Hereinafter called the "Service Provider").

WHEREAS

A. the Client has requested the Service Provider to provide certain services as defined in the RFP document, GCC (General Conditions of Contract attached to this Contract (hereinafter called the "Services");

B. the Service Provider, having represented to the Client that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the parties hereto hereby agree as follows:

1) The following documents attached hereto shall be deemed to form an integral part of this Contract:
   a) The General Conditions of Contract (hereinafter called "GC");
   b) The Special Conditions of contract (hereinafter called "SC");
   c) RFP document
   d) Terms of reference.
   e) LOI.
2) The mutual rights and obligations of the Client and the Service Provider shall be as set forth in the Contract, in particular:
   a) The Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
   b) the Client shall make payments to the Service Provider in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND BEHALF OF

BECC.

By,

FOR AND BEHALF OF

[Name of Service Provider]

By [Authorized Signatory]

2. General Conditions of Contract

2.1 General Provisions

2.1.1 Definitions

1) Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

   a) "Applicable Law" means the laws and any other instruments having the force of law in India, as they may be issued and in force from time to time;

   b) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause 1 of such signed Contract;

   c) “Effective Date” means the date on which this Contract comes into force.

   d) “Contract Price” means the price to be paid for the performance of the Services;

   e) "GCC" means these General Conditions of Contract;

   f) "Government" means the Government of Karnataka;

   g) "Local currency" means Indian National Rupee;

   h) "Party" means the Client or the Service Provider, as the case may be, and Parties means both of them;

   i) "Personnel" means persons hired by the Service Provider or by any Sub-Service Provider as employees and assigned to the performance of the Services.

   j) "SCC" means the Special Conditions of Contract by which these General Conditions of Contract may be amended or supplemented;

   k) "Services" means the work to be performed by the Service Provider pursuant to this Contract as described in TOR; and

   l) ‘Third party” means any person or entity other than the Government, the Client, the Service Provider.

2.1.2 Law Governing the Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

2.1.3 Language

This Contract has been executed in English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

2.1.4 Notices

Any notice, request or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the

communication is addressed, or when sent by registered mail specified in this RFP.

2.1.5 Location

The Services shall be performed at such locations as are specified in the RFP.

2.1.6 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Client or the Service Provider may be taken or executed by the officials specified in the RFP.

2.1.7 Taxes and Duties

The Service Provider and the personnel shall pay the taxes, duties, fees, levies and other impositions levied under the existing, amended or enacted laws during life of this contract and the client shall perform such duties in regard to the deduction of such tax as may be lawfully imposed.

It is the responsibility of the Service Provider to strictly abide by the Indian Labour Laws and Acts, including but not limited to payment of TDS, PF, ESI, Service Tax to the Government.

2.2 Commencement, Completion, Modification, and Termination of Contract

2.2.1 Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties.

2.2.2 Commencement of Services

The Service Provider shall begin carrying out the Services and complete the survey and submit DPR within 60days after the date the Contract becomes effective.

2.2.3 Expiration of Contract

Unless terminated earlier pursuant to Clause 2.2.7, this Contract shall terminate at the end of the completion of 12 months.

2.2.4 Modification

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties or as instructed by the Department.

2.2.5 Force Majeure

1) Definition

a) For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations under the

Contract impossible or so impractical as to be considered impossible under the circumstances.

2) No Breach of Contract

a) The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

3) Extension of Time

a) Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

4) Payments

a) During the period of their inability to perform the Services as a result of an event of Force Majeure, the Service Provider shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

2.2.6 Suspension

The Client may by written notice of suspension to the Service Provider, suspend all payments to the Service Provider hereunder if the Service Provider fail to perform any of their obligations under this contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Service Provider to remedy such failure within a period not exceeding thirty (30) days after receipt by the Service Provider of such notice of suspension.

2.2.7 Termination

1) By the Client

a) The Client may terminate this Contract, by not less than thirty (30) days' written notice of termination to the Service Provider, to be given after the occurrence of any of the events specified in paragraphs (b) through (e) of this Clause 2.2.7 (1) and sixty (60) days in the case of the event referred to in (g):

b) if the Service Provider do not remedy a failure in the performance of their obligations under the Contract, within thirty (30) days of receipt after being notified or within such

further period as the Client may have subsequently approved in writing;

c) if the Service Provider (or any of their members) become insolvent or bankrupt;

d) if, as the result of Force Majeure, the Service Provider are unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

e) if the Service Provider, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

f) For the purpose of this clause:

i) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.

ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of GOK, and includes collusive practice among Service Provider (prior to or after submission of proposals) designed to establish prices at artificial non-competitive levels and to deprive GOK of the benefits of free and open competition.

g) if the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

h) Service Provider and their staff if fails to strictly adhere to the Information Technology Act 2000 and its subsequent amendments at all times

2) By the Service Provider

a) The Service Provider may terminate this Contract, by not less than(30) days' written notice to the Client, such notice to be given after the occurrence of any of the events specified in paragraphs (i) through (iii) of this Clause 2.2.7 (2):

i) if the Client fails to pay any monies due to the Service Provider pursuant to this Contract and not subject to dispute pursuant to Clause 7 hereof within forty-five (45) days after receiving written notice from the Service Provider that such payment is overdue;

ii) If the Client is in material breach of its obligations pursuant to this Contract and has not remedied the same with in forty-five (45) days (or such longer period as the Service Provider may have subsequently approved in writing) following the receipt by the Client of the Service Provider' notice specifying such breach;

iii) if, as the result of Force Majeure, the Service Provider are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

3) Cessation of Rights and Obligations

a) Upon termination of this Contract pursuant to Clause GCC 2.2.7, or upon expiration of this Contract pursuant to Clause GCC 2.2.3, all rights and obligations of the Parties hereunder shall cease, except:

i) such rights and obligations as may have accrued on the date of termination or expiration;

ii) the obligation of confidentiality set forth in Clause GCC 2.3.3 hereof;

iii) any right which a Party may have under the Applicable Law.

4) Cessation of Services

a) Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GCC 2.2.7 (1) or GCC 2.2.7 (2) hereof, the Service Provider shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Service Provider and equipment and materials furnished by the Client, the Service Provider shall proceed as provided, respectively, by Clauses GCC 2.3.7 and GCC 2.3.8.

5) Payment upon Termination

a) Upon termination of this Contract pursuant to Clauses 2.2.7 (1) or 2.2.7 (2), the Client shall make the following payments to the Service Provider:

i) Payment for Services satisfactorily performed prior to the effective date of termination;

ii) except in the case of termination pursuant to paragraphs (b) and (c) of Clause 2.2.7 (1), reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract.

2.3 Obligations of the Service Provider

2.3.1 General

The Service Provider shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Service Provider shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall

at all times support and safeguard the Client's legitimate interests in any dealings with Sub-Service Provider or third parties.

2.3.2 Conflict of Interest

1) Service Provider Not to Benefit from Commissions, Discounts, etc.

a) The remuneration of the Service Provider pursuant to Clause 2.6 shall constitute the Service Provider' sole remuneration in connection with this Contract or the Services, and the Service Provider shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Service Provider shall use their best efforts to ensure that the Personnel, any Sub-Service Provider, and agents of either of them, similarly shall not receive any such additional remuneration.

2) Procurement Rules of Funding Agencies

a) If the Consultants, as part of the Services, have the responsibility of advising the Client on the procurement of goods, works or services, the Consultants shall comply with any applicable procurement guidelines of the funding agencies and shall at all times exercise such responsibility in the best interest of the Client. Any discounts or commissions obtained by the Consultants in the exercise of such procurement responsibility shall be for the account of the Client.

3) Service Provider and Affiliates Not to engage in certain Activities

a) The Service Provider agree that, during the term of this Contract and after its termination, the Service Provider and their affiliates, be disqualified from providing servicesfor any project resulting from or closely related to the Services.

4) Prohibition of Conflicting Activities

a) Neither the Service Provider nor their Sub-Service Provider nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

i) during the term of this Contract, any business or professional activities in the GOK which would conflict with the activities assigned to them under this Contract; or

ii) after the termination of this Contract, such other activities as may be specified in this RFP.

2.3.3 Confidentiality

The Service Provider, their Sub-Service Provider, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or

confidential information relating to the Project, the Services, this Contract, or the Client's business or operations without the prior written consent of the Client.

2.3.4 Insurance to Be Taken Out by the Service Provider

It shall be the responsibility of the Service Provider to obtain necessary and required insurance(s) to all their staff posted at the Clients locations.

2.3.5 Service Provider' Actions Requiring Client's Prior Approval

1) The Service Provider shall obtain the Client's prior approval in writing before taking any of the following actions:

   a) entering into a subcontract for the performance of any part of the Services, it being understood (i) that the selection of the Sub-Service Provider and the terms and conditions of the subcontract shall have been approved in writing by the Client prior to the execution of the subcontract, and (ii) that the Service Provider shall remain fully liable for the performance of the Services by the Sub-Service Provider and its Personnel pursuant to this Contract;

2.3.6 Reporting Obligations

The Service Provider shall submit to the Client the reports and documents specified in Terms of the reference.

2.3.7 Documents Prepared by the Service Provider to be the Property of the Client

The Service provider shall not use these documents for purposes unrelated to this Contract without the prior written approval of the Client. All Intellectual Property Rights (IPR) of the data, information, etc. created, generated, written, prepared, etc. shall be the sole property of the Client.

2.3.8 Equipment and Materials Furnished by the Client

Equipment, and other materials made available to the service provider by the Client or purchased by the service provider with funds provided by the Client shall be the property of the Client and shall be marked accordingly. Upon termination or expiration of this Contract, the service provider shall make available to the Client an inventory of such equipment and materials. While in possession of such equipment, and other materials, the Service provider, unless otherwise instructed by the Client in writing, shall insure them at the expense of the Client in an amount equal to their replacement value. The service provider should maintain all the equipment and other materials handed over during the agreement in his own expense.

2.4 Service Provider' Personnel

2.4.1 Description of Personnel

As per clause 3.3.2 section II.

2.4.2 Removal and/or Replacement of Personnel

1) Except as the Client may otherwise agree, no changes shall be made in the Personnel. If, for any reason beyond the reasonable control of the Service Provider, it becomes necessary to replace any of the Key Personnel, the Service Provider shall forthwith provide as a replacement a person of equivalent or better qualifications.
2) If the Client finds that any of the Personnel have (i) committed serious misconduct or has been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Service Provider shall, at the Client's written request specifying the grounds therefor, forthwith provide as a replacement a person with qualifications and experience acceptable to the Client.
3) The Service Provider shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.
4) In case the staffs of service provider want to resign during the contract period, the staff shall provide a notice period of 30 days to the Client or the notice period approved by client on a case-to-case basis.
5) In case the Client wants to replace any staff, the Service Provider shall replace the staff within 30 days or as per the time period specified by the Client on a case-to-case basis.

2.5 Obligations of the Client

2.5.1 Assistance and Exemptions

a) Unless otherwise specified, the Client shall use its best efforts to ensure that the appropriate for the prompt and effective implementation of the Services;

2.5.2 Services and Facilities

Services as per TOR.

2.6 Payments to the Service Provider

2.6.1 Lump Sum Remuneration

The Salary to the staff should be paid as per the Labour department government of Karnataka by the service provider.

2.6.2 Contract Price

The Contract price will be Rate finalized in the tender.

2.6.3 Payment for Additional Services

Nil.

2.6.4 Terms and Conditions of Payment

- The Payment will be made as below:

a) Payment will be made month wise on submission of satisfactory services rendered, upon verifying the reports, reports from mobile application decided by Bengaluru East City Corporation, & submission of acceptance certificate (of such satisfactory services) by concerned assistant directors, Animal husbandry and confirmation of the same by the Joint Commissioners / Additional Commissioners / Commissioner, and submission of details of Log book of Autoclaved Instruments details, Medicines, sutures, vaccine details used on stray dogs.

b) with vehicle GPS reports. and submission of details of Log book of Autoclaved Instruments details, Medicines, sutures, vaccine details used on stray dogs.

- Penalty

  a) penalty of 0.5% per week to a maximum of 10% of contract value including tax if services are not provided/ will be deducted from the payment.

  b) No relocation of stray dogs are permissible and if there is proof of the service provider indulging in such relocations then the service will be terminated with immediate effect , also SD amount will be forfeited, and action will be initiated as per the ABC rules.

  c) Disinfection protocols of shelter and Dog catching vehicles should be followed compulsorily, failing which penalty up to 2% will be levied if found in unhygienic condition on inspection.

2.6.5 Interest on Delayed Payments

Nil.

2.7 Settlement of Disputes

2.7.1 Amicable Settlement

Save where expressly stated to the contrary in this agreement, any dispute, difference or controversy of whatever nature between the parties, how so ever arising under, out of or in relation to this agreement, shall in the first instance be attempted to be resolved amicably by meetings between the parties

2.7.2 Place of Jurisdiction

All the matter pertaining to court will be at Bangalore Jurisdiction only.

2.7.3 Arbitrations:

1) This clause is Deleted.

2.8 Performance Security

a) Within 15 days of Notification of Award, the successful bidder shall furnish Performance Security to the Purchaser shall be for the 5% of

the total estimated amount, valid up to 14 months, of performance obligations under this contract.

b) The Performance Security shall be denominated in Indian Rupees and shall be in one of the following forms:

(a) A Bank guarantee or irrevocable Letter of Credit, issued by a Nationalized/Scheduled bank in the form provided in the tender documents or another form acceptable to the Purchaser; or

(b) A cashier's check or Banker's certified check, or crossed demand draft or pay order drawn in favour of the Purchaser.; or

c) Discharge of the performance Security shall take place not later than 90 days following the date of completion of the Service Provider's performance obligations under the contract.

d) In the event of any contractual amendment, the Service Provider shall, within 20 days of receipt of such amendment, furnish the amendment to the Performance Security, rendering the same valid for the duration of the Contract, as amended for 60 days after the completion of performance obligations.

2.9 Risk Clause

The Service provider shall at all times have standby arrangements for carrying out the work under the Contract in case of failure of the existing arrangement. BECC reserve the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected tenderers at the cost, risk and responsibilities of Contractor and excess expenditure incurred on account of this will be recovered by BECC from the Contractor Security Deposit or by raising a separate claim.

a) All necessary reports and other information will be handed over to BECC on a mutually agreed basis and regular meetings will be held with the BECC_____

b) The service provider or its representative/s shall meet BECC representative/s regularly to take feedback regarding the services. The service provider will also maintain a suggestion book for comments on the services rendered by it.

c) The service provider shall, in performing its part of this Agreement, ensure the safety of the building and the persons working in or visiting the premises and shall indemnify BECC for any loss or damage caused by any act of the service provider or its employees or staff etc.

d) The service provider shall not assign or sublet this Agreement or any part thereof to any third party without the approval of BECC

e) Training on behavior aspects and ethics must be done regularly.

f) Licenses if any required for services at the site will be procured by the service provider.

g) Any loss caused to the life and property due to negligence or dereliction of duty of the engaged service provider is to be indemnified by the service provider upto the entire satisfaction of the concerned office.

h) The service provider should have insurance facility of the 110% of contract value including tax.

Checklist for Documents to be submitted

<table>
<tr><th>Sl.</th><th>Checklist of Documents</th><th></th></tr>
<tr><td>1.</td><td>Earnest Money Deposit: 2,09,304/-</td><td></td></tr>
<tr><td>2.</td><td>AWBI registration certificate/Registered Veterinary Practitioner certificate/NGO Registration Certificate/Firm registration certificate.</td><td></td></tr>
<tr><td>3.</td><td>ESI registration certificate.</td><td></td></tr>
<tr><td>4.</td><td>EPF registration certificate.</td><td></td></tr>
<tr><td>5.</td><td>Labor license.</td><td></td></tr>
<tr><td>6.</td><td>GST registration certificate.</td><td></td></tr>
<tr><td>7.</td><td>Annual Turnover statement of 3 financial years, i.e.,2022-23, 2023-24, 2024-25 Certified by Chartered Accountant as per format enclosed and IT returns of 3 financial years, i.e., 2022-23, 2023-24, 2024-25.</td><td></td></tr>
<tr><td>8.</td><td>(Bidder should have Annual turnover of Rs. 1,39,53,600/- in any of the three financial years i.e., 2022-23, 2023-24, 2024-25)</td><td></td></tr>
<tr><td>9.</td><td>Affidavit as per format enclosed.</td><td></td></tr>
<tr><td>10.</td><td>Previous experience details on the running dog or animal shelter/Goshala/Animal Rescue Centre/Animal Rehabilitation Centre operations for at least 190 animals in any one of the last three years i.e 2022-23, 2023-24, 2024-25.</td><td></td></tr>
<tr><td>11.</td><td>Details of the existing contracts.</td><td></td></tr>
<tr><td>12.</td><td>A detailed description of the proposed methodology, staffing, and monitoring of catching and maintenance of dog shelter.</td><td></td></tr>
<tr><td>13.</td><td>CV, course completion certificate for the following staff:
<table>
<tr><th>Sl.</th><th>Position</th><th>No’s</th></tr>
<tr><td>1</td><td>Veterinarian</td><td>1</td></tr>
<tr><td>2</td><td>Veterinary assistants /Para-vet</td><td>4</td></tr>
<tr><td>3</td><td>Animal Attendants (15+1=16)
*1 Watchman</td><td>16</td></tr>
</table></td><td></td></tr>
<tr><td>14.</td><td>Details of Service Provider</td><td></td></tr>
<tr><td>15.</td><td>TERMS OF REFERENCE acceptance and signature on all the pages of TERMS OF REFERENCE</td><td></td></tr>
<tr><td>16.</td><td>Any other documents as per RFP document.</td><td></td></tr>
</table>